



water & sanitation

Department:
Water and Sanitation
REPUBLIC OF SOUTH AFRICA

DEPARTMENT OF WATER AND SANITATION

CLOSING DATE: 21 June 2019

NOTE: Applications must be submitted on a signed and dated Z83 form, obtainable from any Public Service Department, and should be accompanied by a comprehensive CV as well as certified copies of qualifications and Identity document. No late, faxed or e-mailed applications will be accepted. Correspondence will be limited to shortlisted candidates only. If you have not heard from us within two (2) months of the closing date, please accept that your application was unsuccessful. Preference will be given to previously disadvantaged groups. Successful applicants will be required to undergo standard Government security clearance procedures including verification of qualifications. Should you be in a possession of a foreign qualification(s), it must be accompanied by an evaluation from South African Qualification Authority (SAQA). "All SMS shortlisted candidates will be subjected to a technical exercise that intends to test relevant technical elements of the job, the logistics of which will be communicated by the department. Following the interview and technical exercise, the selection panel will recommend candidates to attend a generic managerial competency assessment (in compliance with the DPSA Directive on the implementation of competency based assessments). The competency assessment will be testing generic managerial competencies using the mandated DPSA SMS competency assessment tools" People with disabilities are encouraged to apply for the posts. People who are not employed by the Public Service Departments are welcomed to apply for posts. The department reserves the right not to make an appointment.

- APPLICATIONS** : Pretoria: Please forward your applications quoting the relevant reference number to the Department of Water and Sanitation, Private Bag X350, Pretoria, 0001 or hand deliver to 285 Continental Building, Corner of Visagie and Bosman Street, Pretoria. For attention: Ms LI Mabile
- POST** : EMPLOYEE HEALTH AND WELLNESS PRACTITIONER REF NO: 210619/08
- BRANCH** : BRANCH CORPORATE MANAGEMENT DIR: ORGANISATIONAL WELLNESS DEVELOPMENT
- SALARY** : R 316 791 per annum, (Level 08)
- CENTRE** : Pretoria Head Office
- REQUIREMENTS** : A National Diploma or Degree in Social Science / Social Work. Three (3) to five (5) years' experience in Social Services. Knowledge and understanding in wellness policy implementation. Knowledge and understanding in monitoring and evaluation principles. Experience in Employee Health and Wellness programmes. Excellent communication skills both verbal and written. Problem solving skills. Creativity, cultural awareness and initiative skills. Knowledge of programme coordination, facilitation and implementation. Good computer skills. Uphold the principle of sense of confidentiality.
- DUTIES** : Implement wellness programmes, policies and strategies. Align employee health and wellness programmes with the business plan. Marketing of EHWP Services. Initiate the monitoring and evaluation of wellness programmes and systems. Conduct analysis on the implementation of wellness programmes. Liaise with NGO's on best practices of employee wellness programmes. Create and maintain database of wellness programmes. Follow up on meetings with clients. Execute administrative related duties to the wellness programs. Prepare wellness reports for management information purposes. Serve as secretariat during wellness engagements.
- ENQUIRIES** : Ms A Moabelo, Tel 012 336 7787